

**TOWN OF CENTREVILLE-WAREHAM-TRINITY
REGULAR COUNCIL MEETING AUGUST 15, 2017**

Minutes of regular meeting of Council of the Town of Centreville-Wareham-Trinity,
held in the Town Hall on **AUGUST 15, 2017**

Members Present	Mayor Deputy Mayor Councillors	Churence Rogers Lloyd Pickett Ralph Ackerman Samuel Gibbons Tony Kean
Also Present	Town Clerk	Michelle Brown
Absent	Councillor	Raymond Thornton Sheena Pickett

L. Dicks 7:00 pm

- L. Dicks, B. Downey, I. Hunt in attendance
- Churence explained to L. Dicks that Council is not responsible for 'fixing' land disputes. It is advised to seek legal advice. Normally, permits will not be issued during a land dispute
- L. Dicks is asking Council to issue an order to remove the illegal fence on his property and issue a permit for L. Dicks to construct a fence.
- He has documents such as current survey, deeds and grant documents showing title to his property and adjacent properties.

1. CALLING THE MEETING TO ORDER

Mayor Churence Rogers called the meeting to order at 7:00 pm.

2. ADOPTION OF THE AGENDA FOR AUGUST 15, 2017

MOTION # 17-80

RALPH ACKERMAN/LLOYD PICKETT

Resolved to adopt the Agenda for August 15, 2017 with the following additions:

OTHER BUSINESS

7.4 CAT Loader ... re: Loader Tire \$1750 plus tax

7.5 Tourist Information Centre invites Council to their open house on Thursday,
Aug 17 @ 1pm (Stadium - Pound Cove)

7.6 Culvert / Driveway ... re: K. Parsons

7.7 E. Hounsell ... re: quads / trails

CORRESPONDENCE

8.14 Fall 2017 Operator Education Seminars

8.15 Feltham's Construction ... re: Quote - Bayview Heights

In favor	Mayor Deputy Mayor Councillors	Churence Rogers Lloyd Pickett Ralph Ackerman Samuel Gibbons Tony Kean
----------	--------------------------------------	---

Opposed 0
Abstaining 0
Motion Carried

3. ADOPTION OF THE MINUTES OF REGULAR MEETING OF JULY 11, 2017

MOTION # 17-81 SAMUEL GIBBONS/TONY KEAN

Resolved to adopt the Minutes of Regular Meeting of July 11, 2017 as presented.

In favor	Mayor Deputy Mayor Councillors	Churence Rogers Lloyd Pickett Ralph Ackerman Samuel Gibbons Tony Kean
----------	--------------------------------------	---

Opposed 0
Abstaining 0
Motion Carried

8.2 - was discussed before continuing (see below)

4. BUSINESS ARISING FROM THE MINUTES OF JULY 11, 2017

4.1 Action Plan Sheet

- #4 – R. Brown – Ask Jeff & Donnie to take a look at this and provide any solutions
- #5 – CWT Recreation – tendering process vs. quotes. Follow proper procedure.
- #14 – P. Cook

MOTION # 17-83 LLOYD PICKETT/SAMUEL GIBBONS

Resolved to provide a reimbursement for 4 hours (equipment @ \$90/hr & labour @ \$30/hr) due to the incorrect part being ordered. Total reimbursement will be \$480.00

In favor	Mayor Deputy Mayor Councillors	Churence Rogers Lloyd Pickett Ralph Ackerman Samuel Gibbons Tony Kean
----------	--------------------------------------	---

Opposed 0
Abstaining 0
Motion Carried

5. DELEGATIONS

6. COMMITTEE REPORTS

6.1 PLANNING & WORKS COMMITTEE

- Suggestion for permits – Maintenance men to drive around for approximately 2 hours every 2 weeks and take notes/pictures of any new construction and general repairs. Use these notes/pictures to cross reference the permits issued.
- Council to review the process of issuing permits in the Fall. Check with other towns to see what process they follow.
 - Include Lewisporte in this.
- Council suggested that a yellow line be painted on the roads at the location of stop signs (as seen in other communities).

6.2 FINANCE COMMITTEE

- Financial Statement – August 9, 2017
- List of outstanding cheques
- Aged Payables
- Cheque Register
- Quick Stat Report

MOTION # 17-84

SAMUEL GIBBONS/TONY KEAN

Resolved to approve the finance reports as presented.

In favor

Mayor
Deputy Mayor
Councillors

Churence Rogers
Lloyd Pickett
Ralph Ackerman
Samuel Gibbons
Tony Kean

Opposed 0
Abstaining 0
Motion Carried

6.3 SUB-DIVISION DEVELOPMENT COMMITTEE

- Churence updated Council – CH Parsons will start the development on the road and expenses will be monitored after 5 days work.
 - Jeff is screening gravel for top of road; our truck will be used to move materials.

6.4 ECONOMIC DEVELOPMENT COMMITTEE

- Next meeting scheduled for Sept 13, 2017 @ 6:30pm

6.5 BLACK'S BROOK PARK COMMITTEE

- BBP Fun Day – Summer Festival was a great success! An afternoon of games, music, cardboard boat race, 50/50 lucky ducky race and lunch (hot dogs, drinks and ice cream)

6.6 RECREATION LIAISON REPORT

- Send a thank you letter to the Summer Festival Committee / Recreation Commission and all volunteers for their successful event.
- Put an ad on the community channel

6.7 FIRE DEPARTMENT LIAISON REPORT

- Auditor is requesting additional information/documents from the Fire Dept to complete our audit; Treasurer has not submitted it yet (first request was July 04).
- Churence, Lloyd and Sam met with Bob regarding the financials; going forward all financials will be handled at the Town Office. E. Rogers is to hand all books over within a week or so.

6.8 TIDY TOWNS COMMITTEE

- Pickett Avenue – complaints about the pot holes filled in and rolled in with tires.

6.9 PUBLIC RELATIONS

6.10 COMMUNITY GARDEN

7. OTHER BUSINESS

7.1 Reminders:

- Next Meetings: Sept 12
- Nomination Day: Sept 5 (8:00am to 8:00pm)
- Election Day: Sept 26 (8:00am to 8:00pm)

7.2 A. Ackerman ... re: snow clearing near Wood-Pick Enterprises

- Speak to Jeff and Donnie to ensure this road is snow cleared when the main road is done to allow the employees to get into work.

7.3 Pumps from lift stations ... re: what does Council want to do with them. Per Jeff, they can't be used at any other lift station

- Sale these pumps by public tenders

7.4 CAT Loader ... re: Loader Tire \$1750 plus tax

MOTION # 17-85

SAMUEL GIBBONS/RALPH ACKERMAN

Resolved to purchase a new tire for the CAT loader.

In favor

Mayor
Deputy Mayor
Councillors

Churence Rogers
Lloyd Pickett
Ralph Ackerman
Samuel Gibbons

Opposed 0
Abstaining 0
Motion Carried

7.5 Tourist Information Centre invites Council to their open house on Thursday, Aug 17 @ 1pm (Stadium - Pound Cove)

7.6 Culvert / Driveway ... re: K. Parsons

- The culvert in the road will not be moved; should K. Parsons want to change the location of their driveway, they will need to install a culvert for the driveway. Our maintenance men will determine the correct size of the culvert required.

7.7 E. Hounsell ... re: quads / trails

- Invite the RCMP in a meeting; this is a policing issue.

8. CORRESPONDENCE

8.1 Excess funding for project no. 17-CWWF-17-00046 - Lift Station upgrades

- Lift station near A. Brown's - Trinity

MOTION # 17-86

LLOYD PICKETT/RALPH ACKERMAN

Resolved to request the remaining balance from project no. 17-CWWF-17-00046 to be used to complete upgrades to another lift station. Per the information received, the remaining balance will be \$74,634.91. The quote for partial replacement, including control panel, electrical service (single phase to three phase), pumps, floats and new pre-cast concrete cover to replace existing cross-hatched aluminum is \$79,500 plus HST. The Town of Centreville-Wareham will be responsible for any costs in the difference of available funding and actual costs of the additional work. Council is also requesting this job be awarded to the existing contractor.

In favor

Mayor
Deputy Mayor
Councillors

Churence Rogers
Lloyd Pickett
Ralph Ackerman
Samuel Gibbons
Tony Kean

Opposed 0
Abstaining 0
Motion Carried

8.2 R. Thornton ... re: letter

MOTION # 17-82

LLOYD PICKETT/TONY KEAN

Resolved to approve the leave of absence for R. Thornton from Aug 14 to 25, 2017.

In favor

Mayor
Deputy Mayor
Councillors

Churence Rogers
Lloyd Pickett
Ralph Ackerman
Samuel Gibbons
Tony Kean

Opposed 0
Abstaining 0
Motion Carried

8.3 D. Stoyles ... re: email

- Talk to Maintenance about this; do we need the grader to do the roads, if so, make arrangements.
- Screen better gravel for the roads; maybe the rocks are causing the problem.

8.4 N. Parsons ... re: email

- We will contact DOT and recommend them to install signs (for both playgrounds)

8.5 Atlantic Industries Limited ... re: quote for culvert near K. Hunt

MOTION # 17-87

LLOYD PICKETT/TONY KEAN

Resolved to order the culvert as per quote attached.

In favor

Mayor
Deputy Mayor
Councillors

Churence Rogers
Lloyd Pickett
Ralph Ackerman
Samuel Gibbons
Tony Kean

Opposed 0
Abstaining 0
Motion Carried

8.6 DOT ... re: revised Site Specific Health & Safety Plan

- Do a cost comparison of pick-up by CH Parsons vs. Maintenance Men

8.7 Central Office Equipment ... re: quote/options for new photocopier

- Our current lease will be paid off April 2018 (\$148.35 per month). My opinion, keep what we have - it's working fine and does what we need it too.
- Council decided to keep our existing copier at this time.

8.8 L. Dicks ... re: Permit Application

MOTION # 17-88

RALPH ACKERMAN/TONY KEAN

Resolved to issue the permit to L. Dicks to construct the fence. L. Dicks provided documentation that he owns this land and should a conflict occur, it is recommended they seek legal advice

In favor

Mayor
Deputy Mayor
Councillors

Churence Rogers
Lloyd Pickett
Ralph Ackerman
Samuel Gibbons
Tony Kean

Opposed 0

Abstaining 0

Motion Carried

8.9 S. Ackerman ... re: Permit Application

- No permits issued until the land dispute is resolved.

8.10 T. Kendal ... re: quote for Request for Proposal document

- We thank T. Kendal for this proposal, but at this stage Council plans to wait until after the municipal election to discuss funding options.

8.11 Water Resources Management Division ... re: Permit Application \$2300

MOTION # 17-89

LLOYD PICKETT/TONY KEAN

Resolved to issue the payment of \$2300 for the permit application for the upgrades to the water treatment system (Trinity Pump House).

In favor

Mayor
Deputy Mayor
Councillors

Churence Rogers
Lloyd Pickett
Ralph Ackerman
Samuel Gibbons
Tony Kean

Opposed 0

Abstaining 0

Motion Carried

8.12 Crown Lands Referral ... re: L. Pickett

MOTION # 17-90

RALPH ACKERMAN/SAMUEL GIBBONS

Resolved to approve the application for Crown Lands - Referral for L. Pickett. Note in the comments that this in the coastal zone.

In favor

Mayor
Deputy Mayor
Councillors

Churence Rogers
Lloyd Pickett
Ralph Ackerman
Samuel Gibbons
Tony Kean

Opposed 0
Abstaining 0
Motion Carried

8.13 Permit Report (No. 663 to 679)

MOTION # 17-91

RALPH ACKERMAN/TONY KEAN

Resolved to approve the permit report for permit nos. 663 to 679 as presented.

In favor	Mayor	Churence Rogers
	Deputy Mayor	Lloyd Pickett
	Councillors	Ralph Ackerman
		Samuel Gibbons
		Tony Kean

Opposed 0
Abstaining 0
Motion Carried

8.14 Fall 2017 Operator Education Seminars

- Register Jeff & Donnie

8.15 Feltham's Construction ... re: Quote - Bayview Heights

MOTION # 17-92

RALPH ACKERMAN/TONY KEAN

Resolved that the Town of Centreville-Wareham-Trinity submit a Capital Investment Plan to the Department of Municipal and Intergovernmental Affairs for road upgrades on Bayview Heights. These upgrades will include:

- culvert replacement - quote of \$629.69 plus HST
- prep and pave an area (size: 60m x 6m) - quote of \$8,600 plus HST

In favor	Mayor	Churence Rogers
	Deputy Mayor	Lloyd Pickett
	Councillors	Ralph Ackerman
		Samuel Gibbons
		Tony Kean

Opposed 0
Abstaining 0
Motion Carried

9. ADJOURNMENT

MOTION # 17-93

LLOYD PICKETT/SAMUEL GIBBONS

Resolved the meeting would adjourn 10:35pm

In favor

Mayor
Deputy Mayor
Councillors

Churence Rogers
Lloyd Pickett
Ralph Ackerman
Samuel Gibbons
Tony Kean

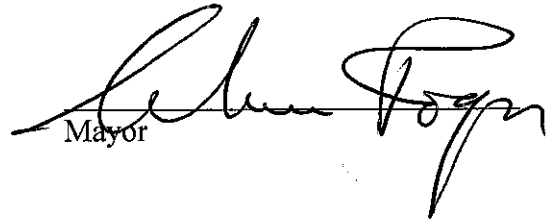
Opposed 0

Abstaining 0

Motion Carried



Town Clerk



Mayor